



**Frank Edelblut**  
Commissioner

**Christine M. Brennan**  
Deputy Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
101 Pleasant Street  
Concord, N.H. 03301  
TEL. (603) 271-3495  
FAX (603) 271-1953

MINUTES OF THE MEETING OF MAY 8, 2018

A regular meeting of the Higher Education Commission was held at 3 Barrell Court, Concord, New Hampshire at 2:00 p.m. on Tuesday, May 8, 2018 with the following members present:

Todd Leach, Chair  
Michele Perkins, Vice Chair  
Steve Appleby  
Donald Birx  
Sr. Paula Marie Buley  
John Curran  
Susan Dunton  
Frank Edelblut  
Peter Koch  
David Mahoney  
Kim Mooney  
Eli Rivera  
Mark Rubinstein  
The Honorable Nancy Stiles

The following members were unable to attend:

Steven DiSalvo  
Ross Gittell  
Mark Huddleston  
Paul LeBlanc  
Melinda Treadwell

- 1) Chair Leach called the meeting to order and introduced new Commissioners Kim Mooney, President, Franklin Pierce University, the Honorable Nancy Stiles, former N.H. State Senator, and Melina Treadwell, President, Keene State College. He acknowledged and thanked Eli Rivera for his many years on the Commission. Mr. Rivera expressed his pleasure in serving as a lay member. He also informed the Commission that Mark Huddleston will be stepping down as the President of the University of New Hampshire and a new president, James (Jim) Dean will begin July 1, 2018.

Chair Leach bid commissioners farewell as chair, but before he stepped down, he recommended the book, "Demographics and the Demand for Higher Education" by Nathan D. Grawe.

- 2) It was moved and seconded, to accept the minutes of February 13, 2018. The motion passed without dissent.
- 3) Chair Leach opened a public hearing on the N.H. Code of Administrative Rules, Hedc 300, the Office of Career School Licensing. Comments were accepted from representatives of institutions supporting the new rules. A deadline of May 15, 2018 was given to submit, in writing, data, views or arguments. With Chair Leach accepting comments, he closed the public hearing.
- 4) Richard Gustafson presented the Annual Report from the American University of Madaba. He reviewed the report which was very comprehensive and covered concerns, especially its progress on meeting candidacy with the New England Association of Schools and Colleges. In order to make sure there is progress in attaining accreditation by 2020, it was recommended that the Higher Education Commission vote to accept the Annual Report, while noting its concern for the pace of progress with the New England Association of Schools and Colleges for the following degrees until December 31, 2019:
  - Bachelor of Science
    - Civil Engineering
    - Electrical Engineering
    - Mechanical Engineering
    - Biology and Biotechnology
    - Chemistry
    - Physics and Materials Science
    - Medical Laboratories
    - Nutrition and Dietetics
    - Pharmacy
    - Computer Science
    - Architecture
  - Bachelor of Arts
    - Accounting
    - Business Administration
    - Marketing
    - Risk Management
    - Graphic Design
    - Arabic Language and Literature
    - English Language and Literature
    - Translation
    - Interior Design
    - Banking and Finance

The Commission requires an Annual Report by March 1, 2019 updating institutional progress, including:

- The progress on attaining Candidacy status with the New England Association of Schools and Colleges, including the provision for copies of all correspondence and reports to/from the New England Association of Schools and Colleges. Copies of these documents shall be provided to the Commission as they are submitted or received throughout the year.
- Progress on implementing student government organizations at the University.

It was moved and seconded to accept the recommendation. The motion passed without dissent, with Sr. Paula abstaining.

- 5) Commissioners discussed international institutions and whether it wants to continue to approve these institutions. Institutions are no longer required to seek state approval and can request accreditation directly through the New England Association of Schools and Colleges. Discussion was tabled until a later date.
- 6) Commission members received the report of the Nominating Committee. Mr. Rubinstein reported out for the committee. It was moved and seconded to accept the slate of officers. The motion passed without dissent.

Chair (Representative of a Private Institution)

Michele Perkins, President, New England College

Vice-Chair (Representative of a Public Institution)

Donald Bix, President, Plymouth State University

Past Chair

Todd Leach, Chancellor, University System of New Hampshire

Representative of a Private Institution

Sr. Paula Marie Buley, President, Rivier University

Representative of a Private Postsecondary Career School

Steve Appleby, New Horizons Computer Learning Centers

Two (2) Representatives of Lay Public

John Curran, Esq.

David Mahoney

The motion passed without dissent.

- 7) Director Seidel presented meeting dates for 2018/2019 as follows:
  - Tuesday, June 19, 2018 @ 2:00 p.m.
  - Special Meeting – Final Proposal on N.H. Code of Administrative Rules, Hedc 300
  - Tuesday, October 9, 2018 @ 2:00 p.m.
  - Tuesday, February 12, 2019 @ 2:00 p.m.
  - Tuesday, May 14, 2019 @ 2:00 p.m.

It was moved and seconded to accept the meeting dates. The motion passed without dissent.

- 8) Director Seidel presented highlights of the Director's Report. Major highlights included:
  - (a) The administrator for Veterans Education Services and Office of Career School Licensing has departed his position and we are actively pursuing candidates to fill the position.
  - (b) The owner of the former Daniel Webster College property has yet to decide on a name and the U.S representatives are waiting for clear direction regarding the naming and usage of the property. The owner should be visiting the site in May and is expected to clarify his intentions at that time.

- (c) Signum University has applied to utilize the name Signum University and to issue a Master of Arts in Language and Literature in the State of New Hampshire. This is an online program only, currently incorporated in the State of Delaware. We are in the process of putting together an evaluation team.
- (d) The Division of Higher Education hosted three Integrated Postsecondary Education Data Systems (IPEDS) workshops, free of charge, to NH higher education institutions that submit IPEDS data to the U.S. Department of Education. These trainings were the first ever IPEDS workshops to be held in NH. The sessions were led by experienced trainers and were well attended.
- (e) Under the Veterans Education Services, it was reported the Administrator and I met with Southern New Hampshire University on March 7, 2018 regarding its new flight program. It plans to start the program in June 2018 with 30 students in the first cohort. One hundred fifty students are expected per year within 5 years and the program will be part of its New England Association of Schools and College's Comprehensive Evaluation in September 2018.

The meeting adjourned at 3:00 p.m.